GOVERNMENT OF ANDHRA PRADESH
ABSTRACT

Public Services – Andhra Pradesh Secretariat Subordinate Service Rules, 1997 – Change of nomenclature of Typist-cum-Assistant as Section Assistant; Prescribing Computer Proficiency Test (CPT) as technical qualification for all direct Recruitments – Amendment – Notification – Orders – Issued.

GENERAL ADMINISTRATION (SER.B) DEPARTMENT

G. O.Ms.No.27 Dated:12.03.2024.
Read the following:-

1) G.O.Ms.No.455, G.A.(Services.B) Department, dated:31.10.1997.
2) G.O.Rt.No.2246, G.A. (AR) Department, dated:16.10.2018.

O R D E R:-

Due to tremendous transformation in the working environment in Government due to the extensive changes in technologies, e-governance and expectations of the people, Government desired to bring changes in the respective Service Rules especially pre-requisite qualifications for recruitment, promotions, inter cadre transfers and also assessment of Foundation Trainings of Government employees in order to improve the efficiency, effectiveness and professionalism in the Service and to make them ready for the emerging requirements of governance.

2. In the G.O 2nd read above, the Government have constituted a Committee on Review of Service Rules headed by Spl. Chief Secretary., Revenue (Lands), and the Committee was asked to finalize the mandatory basic e-Literacy Course which will be common to all Government employees and also recommend the consequential amendments in the Service Rules.

3. The Committee has furnished Course Content, Testing of Skills and Examination, Scheme of Incentives and Amendment to Service Rules.

4. Government after careful examination of the matter with due modifications have decided to change the nomenclature of Typist cum Assistant in A.P. Secretariat Subordinate Service Rules, 1997 as Section Assistant and prescribing Computer Proficiency Test (CPT) as technical qualification for all direct recruitments and to add in the Annexure to the Rules, besides academic qualification and to delete the Technical qualification of Typewriting in Higher Grade and Lower Grade in Telugu and English wherever they prescribed in the said Rules.

5. This order issues with the concurrence of Finance Department vide their U.O.No. 2261538/HROPDPP/374/2023/HR.I.

(P.T.O)

6. This order is available in online and can be accessed at http://apegazette.cgg.gov.in

7. Accordingly, the following notification will be published in the Andhra Pradesh Gazette:-

NOTIFICATION

In exercise of the powers conferred by the proviso to article 309 of the Constitution of India and of all other powers hereunto enabling, the Governor of Andhra Pradesh hereby makes the following amendments to the Andhra Pradesh Secretariat Subordinate Service Rules, 1997 issued in G.O.Ms.No.455, General Administration (Ser.B) Department, dated the 31st October 1997 published in the Andhra Pradesh Gazette Part. I, Extraordinary, dated the 31st October 1997 and as subsequently amended from time to time:-

AMENDMENTS

In the Andhra Pradesh Secretariat Subordinate Service Rules, 1997 rules;

1) In the said Rules including Annexure, the words "Typist-cum Assistant" (or) "Section Assistant Grade – I" wherever they occur, the words "Section Assistant" shall be substituted.

2) In Rule 2 under the heading constitution in Class B,(Other Posts) in Category (8), for the expression, "Typist-cum-Assistant including telex-Operator and the Bilingual Electronic Typesetting Operator-cum-Assistant in Law Department (Vide G.O.Ms.No.124, GA.(Ser-B) Department, dt. 19-05-2004", the expression, "Section Assistant" shall be substituted.

3) In Rule 9 under the heading Qualifications, after clause (a), the following shall be inserted, namely:-

"(i) Provided that the Computer Proficiency Test (CPT) with required typing speed shall be technical qualification in terms of Ad-hoc Rule issued in G.O.Ms.No.26, General Administration (Services.B) Department, dated:24.02.2023 in place of conventional typewriting in Higher Grade and Lower Grade in Telugu and conventional typewriting in Higher Grade and Lower Grade in English qualifications."

"(ii) The syllabus and scheme of examination of Computer Proficiency Test (CPT) prescribed in Ad-hoc Rule in terms of G.O.Ms.No.26, General Administration (Services.B) Department, dated:24.02.2023 shall be mandatory to all Direct Recruitments."

(Contd...P.3)

4) In the Annexure to Rule 9 in the table thereunder in Class – B (Other posts)

(i) in Sl.No. 1 (a), the entries "(ii), (c) and (b) at column 3 shall be omitted.

(ii) in Sl.No. 1 (b), the entry (ii) at column 3 shall be omitted.

5) The technical qualification of Typewriting in Higher Grade and Lower Grade in Telugu and Typewriting in Higher Grade and Lower Grade in English wherever they prescribed in the said Rules shall be omitted.

(BY ORDER AND IN THE NAME OF THE GOVERNOR OF ANDHRA PRADESH)

Dr.K.S.JAWAHAR REDDY,
CHIEF SECRETARY TO GOVERNMENT.

To
The Commissioner of Printing, Stationery and Stores Purchase Department, Government of Andhra Pradesh (with request to publish the above notification in the A.P.Gazette and supply 50 copies to the Government).
The G.A.(SU.I & II) Department.
The Secretary, A.P.P.S.C., Vijayawada.
The Higher Education Department.
The Skills Development and Training (TE) Department.
The Commissioner, State Board of Technical Education and Training, Andhra Pradesh, Vijayawada.
All the Departments of Secretariat.
All Heads of the Departments.
All District Collectors & All District judges.
All the Registrar of Universities in the State recognised by the University Gants Commission (UGC) or State Government through the Secretary, A.P.Higher Education Council ., Mangalagiri.
The Law (c/OP) Department.
Finance (OP) Department, Legislature (OP) Department.
The Registrar General, AP High Court, Nelapadu, Guntur District.(In covering letter).
The Special GP, O/o Learned Advocate General, AP High Court Buildings, Nelapadu, Guntur District.
The A.O, GPs Office, AP High Court Buildings, Nelapadu, Guntur District.

Copy to:
PS to Special Chief Secretary to CM
PS to Chief Secretary to Government.
PS to Prl. Secretary (Services & HRM)
SF/SC.
C.No.691138.

//FORWARDED:: BY ORDER//

P.V.V. Lakshmi.
SECTION OFFICER